INFORMATION TECHNOLOGY COMMITTEE
MINUTES
August 3, 2005

PLACE: Room 119, Darien Town Hall   TIME: 8:30 a.m.

ATTENDING: Hovell, Gray, Dever, Ginsberg, Benitez, Penn, Plehaty, Crary, Berry

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Approval of Minutes
Mr. Penn moved to approve the minutes as written. Ms. Benitez seconded that motion, which was unanimously approved.

CIO Report – Adams
Mr. Adams reviewed his August 2 CIO report. He noted that he has five good interns working for him this summer. He mentioned various work done over the summer at Town Hall, new infrastructure, and various work accomplished in the elementary, middle and high schools. He then showed various types of hardware to be installed at each school. Teachers were able to work with the tablet PCs over the summer. He also exhibited the E-Mac, which is used in certain areas. Forty-five will be installed. Mr. Adams showed an Epson projector, 89 of which will be installed at DHS. There will be a portable PC lab for each discipline. A total of over 150 laser printers were purchased at $49 each. The Darien Technology Foundation also purchased equipment for DHS. Installation at DHS is ahead of schedule, except for the fiber optic cable.

CIO Report – Crary
The Public Works Department will be using e-connect for Dump stickers and may start in the spring. Mr. Crary then updated ITC members on Firehouse, which will be used at the three Fire Departments, which will be cheaper than existing software. Mr. Crary mentioned that Bob Buch may come to the next ITC meeting to explain this software.

Update of Website – Crary
Mr. Crary said that in June, the Board of Selectmen approved the website report. The first meeting of the new committee will occur sometime in September. The responsibility of keeping the Town web site updated will transfer from the library to the town. Mr. Plehaty noted that it was a good report. Mr. Dever updated ITC members on the wiring of Room 206 of Town Hall.

Land Use Software Status – Ginsberg
Mr. Ginsberg reported on the status of the land use software implementation. He noted that the departments are enthused, and the project is on-time and on-budget. A representative from Municipal Software held familiarization sessions in the IT Training room in July, and from August 15-18, they will be coming back to Darien to work with the affected Departments. This will allow Municipal to customize the system to Darien's needs. Mr. Ginsberg also mentioned that the Town of Greenwich is investigating this and other land use permitting systems, and expects to make a decision soon.

Mr. Crary said that this is a multi-year implementation which should benefit many departments, especially the Planning and Zoning and the Building Departments.

Library – Gray
One of the two major technology initiatives at the library will be RFID. According to Mr. Gray, this will save a moderate amount of staff time. That time is better used talking to patrons about books. Another technology initiative will be "Vocera", a wi-fi system. He also discussed wireless technology. A technology planning group will be established. The library is looking into blogging and Instant Messenger. Instant Messenger will be used to better communicate with teens.

Mr. Hovell said that the next ITC meeting is September 14, 2005.

Respectfully submitted,

Jeremy B. Ginsberg